



**CITY OF SOLANA BEACH**  
**635 S. Highway 101**  
**Solana Beach, CA 92075**

**TRANSIENT OCCUPANCY TAX RETURN**

**TAX COMPUTATION for the month of \_\_\_\_\_ 20\_\_\_\_** (Note: Monthly payments shall be due and payable on or before the last day of the month immediately following the month for which the payment is due. Accepted payment delivery methods are either mail that is post-marked by the due date or delivery to City Hall during business hours.)

1. Gross Rent: Receipts for the month's occupancy. \$ \_\_\_\_\_
  
2. Exemption: Receipts exempt from the room tax charge. \$ \_\_\_\_\_  
 (Exemptions are only those allowed under S.B.M.C. 3.36.020)
  
3. Allowable Deductions:  
 Rent from occupants completing 31 or more consecutive days of lodging \$ \_\_\_\_\_  
 Rent Surcharge (S.B.M.C. 3.36.045)  
 Name of Organization: \_\_\_\_\_ Amount \$ \_\_\_\_\_  

*Total Exemptions and Allowable Deductions* \$ \_\_\_\_\_
  
4. Taxable Rents: Line 1 minus Total Exemptions and Allowable Deductions \$ \_\_\_\_\_
  
5. Tax Payable: Line 4 multiplied 13% \$ \_\_\_\_\_
  
6. Penalty for Late Payment (if applicable): A 10% penalty is assessed for the first month for payments received after stated due date. A second 10% penalty is assessed for continued delinquency. (S.B.M.C. 3.36.080(A)(B)) \$ \_\_\_\_\_
  
7. Interest: In addition to the penalties imposed, interest of 1.5% per month (or fraction thereof), on the amount of tax, exclusive of penalties, for the date on which the remittance first became delinquent until paid. (S.B.M.C. 3.36.08(E)) \$ \_\_\_\_\_
  
8. Total Payment Due: Add lines 5 through 7 \$ \_\_\_\_\_

**READ CAREFULLY BEFORE COMPLETING**

I declare under penalty of perjury that the foregoing information and tax calculations are true to the best of my knowledge.

Prepared By:

\_\_\_\_\_  
 (Please print name)

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

Hotel Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_